



Deborah A. Gist  
Commissioner

State of Rhode Island and Providence Plantations  
**DEPARTMENT OF EDUCATION**  
Shepard Building  
255 Westminster Street  
Providence, Rhode Island 02903-3400

## VACANCY NOTICE

**DIVISION OF EDUCATOR EXCELLENCE AND INSTRUCTIONAL EFFECTIVENESS  
OFFICE OF INSTRUCTION, ASSESSMENT AND CURRICULUM**

### SCIENCE AND TECHNOLOGY SPECIALIST

Salary range beginning at \$61,704 – Mid range \$80,215

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**POSTING PERIOD:** November 24 – December 8, 2010

**Applications will be accepted until position is filled.**

<b>APPLICATION REQUIREMENTS:</b>	<b>Mail or email application materials to:</b>
<ul style="list-style-type: none"><li>➤ Cover letter</li><li>➤ Resume</li><li>➤ 2 current letters of reference</li><li>➤ CS-14 application</li><li>➤ Equal Employment Opportunity Form (optional)</li></ul>	<p>Rhode Island Department of Education Office of Human Resources 255 Westminster Street Providence, RI 02903</p> <p><a href="mailto:hr@ride.ri.gov">hr@ride.ri.gov</a></p>

Employment opportunities, application requirements and instructions posted at [www.ride.ri.gov](http://www.ride.ri.gov)

REASONABLE ACCOMMODATIONS FOR INDIVIDUALS WITH DISABILITIES CAN BE ARRANGED IN ORDER TO PERFORM THE ESSENTIAL FUNCTIONS OF THE JOB.

**PLEASE NOTE:** Candidates selected for interview will be required to submit official transcripts.

*\*Subject to FTE approval and available funding*

**(Position is part of Local 1012, AFT)**  
**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

**Department of Elementary and Secondary Education  
Non-classified Job Description**

**TITLE:** Science and Technology Specialist (Assessment and Instruction)

**GENERAL STATEMENT OF DUTIES:** Incumbent is responsible for supporting standards-based educational reform by leading and coordinating curriculum, instruction and assessment strategies that result in statewide systemic improvement in science and technology education achievement.

**SUPERVISION RECEIVED:** Works under the supervision of a manager with wide latitude to exercise independent judgment. Work is subject to review on a periodic basis or upon completion for results achieved and for adherence to professional standards of conduct.

**SUPERVISION EXERCISED:** Generally none. May work as part of teams and in collaboration with others with wide latitude for the exercise of independent judgment to achieve results. May be involved in providing input to the performance management process as a peer or colleague as appropriate.

**ILLUSTRATIVE EXAMPLES OF WORK PERFORMED AND ESSENTIAL FUNCTIONS:**

Provide leadership and collaborative assistance to local districts, schools, and community partners to address issues of grade level and grade span expectations as they relate to science curriculum, instruction and local assessment.

Direct the administration of statewide assessments in science including design, scoring, reporting, and vendor management.

Facilitate building statewide partnerships and coordinate with higher education to lead and support systemic curriculum, instruction, and assessment in science and technology education.

Analyze achievement data to inform decision-making on statewide priority needs in science.

Conduct workshops on data analysis, accountability, state testing, and other relevant topics to varied audiences including departmental staff, and district and school personnel.

Develop and maintain, in collaboration with other states, applicable science standards and assessments for a variety of purposes.

Provide technical reports and briefs to local, state, and federal officials.

Perform related work as assigned.

**REQUIRED QUALIFICATIONS**

**KNOWLEDGE AND SKILLS:**

Knowledge of science education, particularly with models and approaches reflecting research and experience in school and teacher effectiveness, organizational and staff development and curriculum improvement in science and technology education.

Knowledge of large-scale and local assessment practices.

Knowledge of assessment development practices.

Knowledge of electronic data systems.

Knowledge of NECAP Grade Span Expectations and assessment targets, standards-based curriculum, instruction and assessment to improve student achievement in science and technology education.

Knowledge of accommodations for addressing assessment needs of diverse learners.

Skilled in organizing, analyzing, and presenting data.

Skilled in managing projects and programs including large-scale contracts.

Skilled in the ability to facilitate meetings, interact with various groups, and deliver technical assistance to large and small groups.

Skilled in preparing reports.

Skilled in communicating and interpersonal exchanges as applied to interaction with coworkers, supervisor, education agencies, the general public, etc. sufficient to exchange or convey information and to receive work direction.

**EDUCATION:** Master's Degree in Science Education, Assessment or Program Evaluation or related field with coursework in instructional leadership, curriculum, or assessment preferred.

**EXPERIENCE:** Three to five years of teaching science and/or program management experience.  
**AND/OR** any combination of knowledge, skills and experience that is substantially equivalent.

Must have own transportation and be available evenings, and occasionally on weekends.

Revised: January, 2009